

DRAFT – 5/6/04

**Guidance for the
SFY 2005 Local Environmental Protection Program
Kansas Department of Health & Environment
Bureau of Water, Watershed Management Section**

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Abbreviations & Acronyms

BOW – Bureau of Water

EPA – U.S. Environmental Protection Agency

KAR – Kansas Administrative Regulation

KCW – Kansas Clean Waters (the new web-based system for LEP and EPA319 grants)

KDHE – Kansas Department of Health & Environment

KSA – Kansas Statutes Annotated

KWO – Kansas Water Office

LEP – Local Environmental Protection

LEPG-- Local Environmental Protection Group

LEPP or LEP Program – Local Environmental Protection Program

LEP Plan – Local Environmental Protection Plan

SFY – State Fiscal Year (July 1 through June 30)

TMDL – Total Maximum Daily Load

WMS – Watershed Management Section

SFY 2005 Grant Process/Timeline

Target Date	Activity
May 1, 2004	LEP programs register on Kansas Clean Waters (KCW) system.
Week of May 10-14, 2004	KCW system online. Please read the instructions in the next section.
May 10 thru May 28, 2004	KCW training. LEP programs will be contacted by your Watershed Field Coordinator or by Lisa Duncan to check whether training is desired.
June 4, 2004	Submit online LEP Plan on or before this date.
June, 2004	Base Grant Agreements mailed out by KDHE.
July 1, 2004	Submit Base Grant Agreements back to KDHE at this address: SFY2005 Local Environmental Protection Grant KDHE Bureau of Water, Watershed Management Section 1000 SW Jackson, Suite 420 Topeka, KS 66612-1367
August, 2004	Advance payment of 50% from KDHE to LEP programs.
October 15, 2004 January 15, 2005 April 15, 2005 July 15, 2005	Submit quarterly affidavit to your Watershed Field Coordinator. Performance report needs to show progress.
July 15, 2005	Submit Performance Report.

REVISION #1 -- 5/13/04

These instructional steps replace pages 3, 4 and 5 in the first Guidance document. The main revisions are in Section 4 (logging off and on) and Section 9 (Budget).

Kansas Clean Waters (KCW) system <http://kcw.kdhe.state.ks.us>

KDHE's Watershed Management Section has developed a new online system that is expected to significantly ease preparation of the LEP Plan, budget, affidavits, and performance report. Please access the system and enter information following the instructions below. If you have questions or need a training session, call Lisa Duncan. Training sessions (individual and group, if necessary) will be provided during the month of May.

Steps to prepare your online LEP Plan and Budget –

1. **Access Website** -- Access the Kansas Clean Waters (KCW) system.
2. **Log In** -- Click on "Log In" (top of menu bar to the left) to access the registration page.
3. **Registration Page** -- Enter your registered user name and password. Call Lisa Duncan if you've forgotten these. Once a user is logged in, they can save their information and log off at any time. However, if the user
4. **Grant Homepage** -- Click on "Grant Homepage" (top of menu bar on left). This page lists all of your projects, both LEPP grants and NPS grants, if you have one.
 - a) Click "?" button in top right corner for Help.
 - b) Click "Return" when finished with Help.
 - c) Click "Print Preview" (right side of the list) -- Preview your grant and print it at any time before you submit it to KDHE. Steps to print the grant are in Step 11.
 - d) Click "Click to work on LEPP" to go to the "LEPP Home" page.
5. **LEPP Home**
 - a) Click "?" button in top right corner for Help.
 - b) Click "Return" when finished with Help.
 - c) Follow the instructions to work on the Team, Manage, LEPP, and Budget sections one at a time.
6. **Team** --
 - a) Click "Team" button in the row of purple buttons
 - b) Click "?" button in the top right corner for Help.
 - c) Click on "Return" when finished with Help.
 - d) Enter "Sponsoring Organization" information and "Sponsor Contact" name and phone. The green star means information is required, but more information is encouraged.

- e) Click “Add Sponsor” button located on the bottom of the page.
- f) Enter the name of the person who has authority to sign for the sponsoring organization.
- g) Click “Add Signatory” button on the bottom of the page.
- h) Enter the name of a committee member.
- i) Click “Add Member” button on the bottom of the page.
- j) Add more committee members in the same manner.
- k) Click “Save” button.
- l) Click “Home” button. If the “Team” section is complete, a check mark will appear next to “Team” on the “LEPP Home” page.

7. Manage

- a) Click “Manage” button.
- b) Click “?” button in the top right corner for help.
- c) Click “Return” when done with Help.
- d) Fill out all fields (grant date is already entered).
- e) Click “Save” button.
- f) Click “Home” button. If the “Manage” section is complete, a check mark will appear next to “Project Management” on the “LEPP Home” page.

8. LEPP

- a) Click “LEPP” button.
- b) Click “?” button in the top right corner for help.
- c) Click “Return” when done with Help.
- d) Click “Guidance” buttons for assistance with the “Overview” and with each of the eight LEP Plan sections.
- e) Enter text in all text boxes and click on an answer in all drop-down menus. Text can either be typed directly into the box or cut-and-pasted from a word processing program.
- f) Click “Save” button.
- g) Click “Home” button. If the “LEPP” section is complete, a check mark will appear next to “LEPP” on the “LEPP Home” page.

9. Budget.

- a) Click “Budget” button
- b) Click “?” button in the top right corner for help.
- c) Click “Return” when finished with Help.
- d) Click “Add Budget Item” button.

- e) Select an "Expense Type". Enter budget info into the other four boxes.
 - f) Click "Save" button. After an item is saved, the system will automatically go back to the LEPP Project Budget page. Both the "Budget Detail" table and "Budget Summary" table will reflect the addition.
 - g) To view, revise, or delete a budget item –
 - i. Click on the little green arrow next to "LEPP Budget".
 - ii. Click on the expense item, which is shown in blue.
 - iii. Three options: 1) Revise and save the item. 2) Delete the item. 3) Cancel, which leaves it as is.
 - h) To leave the LEPP Project Budget page –
 - i. Click on "Save".
 - ii. Click on "Home".
 - iii. The budget can be saved at any time but a check mark won't show up on the LEPP Home page if LEPP grant expenses exceed the LEPP grant amount. If this happens, a note will show up at the bottom of the LEPP Home page.
10. **LEPP Home** -- If all four sections have a check mark next to them, a "Submit for Approval" button will appear at the bottom of the page.
11. **Print before Submittal** -- You may want to print a copy of the entire grant for review before you submit to KDHE. Here are the printing steps before it is submitted:
- a) Click "Grant Homepage."
 - b) Click "Print Preview" on the right side of the list.
 - c) Click "No" If you get a Security Warning asking if you want to install and run "Lotus Domino Appliet".
 - d) Click "File" in the top menu bar of the Browser.
 - e) Click "Print" in the dropdown menu.
 - f) Follow whatever procedure you normally use to print a document. Printing capabilities vary depending on the printer you select.
12. Click "Click to work on LEPP".
13. Click "Submit for Approval".
14. Log Off.

KDHE Technical Assistance

KDHE assistance with development and implementation of the LEP Plan will be provided by the Watershed Field Coordinators or by the River Basins Coordinators:

Watershed Field Coordinators

Beth Rowlands, Lawrence 785-842-4600 browland@kdhe.state.ks.us

David Gurss, Topeka 785-296-1683 dgurss@kdhe.state.ks.us

Richard Basore, Wichita 316-337-6020 rbasore@kdhe.state.ks.us

River Basins Coordinators, 785-296-4195

Rob Beilfuss rbeilfus@kdhe.state.ks.us -- Upper Republican, Solomon, Smoky Hill-Saline, Kansas-Lower Republican, and Missouri Basins

Scott Satterthwaite ssattert@kdhe.state.ks.us -- Upper Ark, Cimarron, Lower Ark, Neosho, Walnut, Verdigris, and Marais des Cygnes Basins:

These individuals are also available to provide assistance:

KDHE Bureau of Water, 785-296-4195

Administrative assistance: Lisa Duncan lduncan@kdhe.state.ks.us

General guidance: David Gurss dgurss@kdhe.state.ks.us

General guidance: Don Snethen dsnethen@kdhe.state.ks.us

District Environmental Administrators

Julie Coleman, Lawrence 785-842-4600 jcoleman@kdhe.state.ks.us

Rick Brunetti, Salina 785-827-9639 rbrunett@kdhe.state.ks.us

Dan Wells, Hays 785-625-5664 dwells@kdhe.state.ks.us

Al Guernsey, Dodge City 620-225-0596 aguernse@kdhe.state.ks.us

Vacant, Wichita 316-337-6020

David Stutt, Chanute 620-431-2390 dstutt@kdhe.state.ks.us

GENERAL INFORMATION

Funding, Disbursement, Local Contributions, and Target Grants

SFY 2005 Local Environmental Protection Grants are financed by the Kansas Water Plan Fund. Pursuant to KSA 82a-951, only activities and projects which result in the protection and restoration of the waters of the state are eligible for water plan funding.

At this time we do not have a final appropriation for SFY 2005 Local Environmental Protection Program grants. We anticipate the appropriation to cover base grants at the formula level similar to last year's level. These amounts are shown in Appendix A, page 19.

An advance payment of 50% of the base grant amount will be made in mid-August. Additional payments will be made for the actual amount expended as reported on affidavits until all of the approved LEP grant amount is disbursed. Affidavits are submitted via the Kansas Clean Waters web site.

Pursuant to the recommendations of the LEP Study Committee appointed by the Kansas Water Authority in December 2000, counties receiving FY 2005 local environmental protection grants are required to provide a participant's local match or contribution. The participant's local match is based on a percentage of the state grant. The local match percentage is 10, 20, 30 or 40 based on the cost share rate criteria shown in Table 1.

Table 1 – Local Match Rate	
Amount of Grant	Percentage
\$23,000 and less	10%
Greater than \$23,000 and equal to or less than \$55,000	20%
Greater than \$55,000 and equal to or less than \$123,00	30%
Greater than \$123,000	40%

In the event the legislature appropriates more than is required by the formula, the excess will be granted as target funds. Please be advised there is no assurance that target grant requests will be funded.

LEP programs have flexibility in meeting the local match methods summarized in Table 2.

Table 2 – Local Match Methods
<p>Direct Cash: Refers to the direct expenditure of funds derived from local sources for implementation of the Local Environmental Protection Plan. Examples are:</p> <ul style="list-style-type: none">• Appropriation from county general fund -- Any appropriations from county-derived tax revenues used for implementing the local environmental protection program.• Service fees -- Amount of revenue derived through the delivery of Local Environmental Protection Program services. Examples are permit fees, inspection fees, and water test fees.• Grants -- Grants from state and federal agencies and private sector sources may qualify. The local entity should confer with KDHE concerning the eligibility of grants.
<p>In-kind: Refers to the value of goods and services provided by the county that benefit the local environmental protection program or its personnel. Examples are:</p> <ul style="list-style-type: none">• Value of office space -- The rental value of space in a county-owned building provided for LEPP personnel. Utilities (water, electricity and gas) may be included in the rental value or be added on if the quantity of these resources consumed by LEPP personnel can be calculated.• Indirect charges not claimed -- The charge based on a fixed percent of the grant used to cover services such as accounting, personnel, or legal. Indirect costs must be pre-approved by KDHE. An LEP program that has negotiated an indirect charge rate with KDHE has the option to claim some or all indirect costs as local match.• Supervisory or support personnel -- The documented time personnel such as county commissioners, administrators, support staff, and LEP committee members spend on providing oversight, direction, or support to the local environmental protection program.• Volunteer time and mileage (advisory committees, etc.) -- If the local environmental protection program uses unpaid citizen advisors or other volunteers, the time of the volunteers in service as well as any un-reimbursed cost of mileage and materials can be documented and claimed.

Affidavits and Performance Reports

Affidavits (expenditure reports) and performance reports will also be completed on the Kansas Clean Waters system. The online performance report replaces last year's implementation and accomplishment reports.

Affidavits must be submitted quarterly. Your watershed field coordinator will check quarterly to see that the performance report is up to date.

SFY 2005 LEP Plan Guidance

State Water Plan priorities

The Water Quality Policy Section of the SFY2005 Kansas Water Plan recognizes the value of the Local Environmental Protection Program as a means of implementing the policies of the Plan. FY 2005 LEP Plans are required to identify activities and tasks the LEP Program will execute to contribute towards attainment of these Kansas Water Plan's 2010 Objectives:

- *By 2010, reduce the average concentration of bacteria, biochemical oxygen demand, dissolved solids, metals, nutrients, pesticides and sediment that adversely affect the water quality of Kansas lakes and streams.*
- *By 2010, reduce the average concentration of dissolved solids, metals, nitrates, pesticides and volatile organic chemicals that adversely affect the water quality of Kansas groundwater.*
- *By 2010, ensure that water quality conditions are maintained at a level equal to or better than year 2000 conditions.*

In the fall of 2003, the Kansas Water Authority made significant changes to how the Kansas Water Plan is developed and written. The major change relevant to LEP Programs is that TMDLs (total maximum daily loads) and public water supply protection are no longer listed as specific priorities, but have been integrated into the "protect and restore watersheds" priority.

The Kansas Water Plan has three top statewide priorities:

- To protect and restore watersheds and water quality.
 - All LEP Programs need to address this priority in their LEP Plan.
- To conserve and extend the life of the Ogallala Aquifer.
 - If the Ogallala Aquifer is an issue for your LEP Program, you need to address this priority in your LEP Plan.
- To develop regional water supply strategies throughout Kansas.
 - If there is a regional public water supply issue in your service area, you need to address this priority in your LEP Plan.

Some of the Basin Advisory Committees have also determined that other priority issues are important to their basin. All basin priority issues are listed in Table 3. LEP Programs need to be aware of these and be available to provide assistance.

Table 3 – Basin Priority Issues												
Issue	River Basin											
	Cimarron	KS - Lower Republican	Lower Ark	Marais des Cygnes	Missouri	Neosho	Smoky Hill – Saline	Solomon	Upper Ark	Upper Republican	Verdigris	Walnut
Protect and Restore Watersheds and Water Quality	X	X	X	X	X	X	X	X	X	X	X	X
Conserve and Extend the Life of the Ogallala Aquifer	X		X				X	X	X	X		
Develop Regional Water Supply Strategies	X	X	X	X	X	X	X	X	X	X	X	X
Salt Cedar & other Phreatophyte Control	X											
Enhancing Recreational & Educational Opportunities at Lake Meade	X											
Kansas River System Management		X					X	X		X		
Rattlesnake Creek Sub-basin			X									
Fort Scott Flooding				X								
Missouri River Management					X							
Water Based Recreation/River Access					X							
Management of Ozark Plateau Aquifer System and Spring River						X						
Protecting and Enhancing Instream Flow						X					X	
Middle Arkansas Sub-basin Management									X			
Upper Arkansas River Water Quality and Streamflow									X			
Horse Thief Multi-purpose Reservoir									X			
Minimum Lake Level in Keith Sebelius Reservoir										X		

Local Environmental Protection Committee

KAR 28-66-1(b)(5) provides that a LEP Program must “establish a local environmental protection committee to provide advice and counsel to the local entity on the content and administration of the local environmental protection plan.”

As it is not likely that any single agency or organization within the plan service area will be responsible for all plan elements, a diverse and active LEP committee is essential to assure an effective comprehensive and unified local environmental protection plan.

LEP Committee member’s names will be entered into the online KCW system using the “Team” function.

The LEP Committee should meet at least annually to “*provide advice and counsel to the local entity on the content and administration of the local environmental protection plan*”.

During SFY 2005, membership of the local environmental protection committee should be reviewed to make sure that all local environmental protection plan elements are addressed.

To assure coordinated protection of the county’s water resources, the administrators of the various plan elements are encouraged to establish a formal or informal coordination team comprised of representatives of the various departments responsible for administering elements of the plan. If such a coordination group currently exists, the plan should include a list of the members and a description of its operations.

Information & Education

KAR 28-66-1(b)(4) provides that an LEP Program must:

1. develop and implement a program to inform citizens at large of the goods and services provided by the local environmental protection program;
2. develop and implement a program to assist the regulated community understand and comply with relevant regulations; and
3. assist homeowners and contractors select the most appropriate water quality protection measure.

LEP Program activities that fulfill this requirement can be included under any sub-section of the LEP Plan. Activity examples for the Information & Education element are provided throughout Table 4.

Table 4 – Guidance for LEPP Section of “Kansas Clean Waters” Web-Based LEP Grant Tracking System

Table 4 provides guidance for completion of the Local Environmental Protection Plan. Text from this table has been included under the “Guidance” and “Help (?)” buttons in the LEPP section of the web-based “Kansas Clean Waters” system.

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**TABLE 4 – Guidance for LEPP Section of
“Kansas Clean Waters” Web-Based LEP Grant Tracking System**

Sub-Section		Guidance
	Overview of your LEP Plan	<p>K.A.R. 28-66-4 provides the following:</p> <ol style="list-style-type: none"> 1. A local environmental protection plan shall be developed annually by the local entity and shall be submitted and approved by KDHE prior to any grant award. 2. KDHE may issue a base grant after it has been determined that the local environmental protection plan is consistent with the environmental protection strategy of the state water plan, K.S.A. 75-5657, and all other statutes, regulations, documents or guidelines relevant to sanitary or environmental codes, or both, subdivision water and wastewater management, solid waste, hazardous waste, public water supply protection, and nonpoint source pollution. 3. KDHE may withhold the approval of a local environmental protection plan if it is determined that the local entity has not satisfactorily completed the approved objectives under the previous year's local environmental protection plan, except that the applicant shall be given the opportunity to demonstrate compelling circumstances which prohibited the completion. 4. Any local environmental protection plan may be amended during the state fiscal year. Each proposed amendment shall be submitted to KDHE in writing and KDHE shall provide written approval of the amendment. <p>Example (Miami County program description for SFY03)</p> <p>The Local Environmental Protection Plan for Miami County was originally developed in 1991 by a committee of county employees appointed by the County Commission. The original committee included the Director of Public Works, the Director of Planning, the County Sanitarian and the Solid Waste Management Director. The Miami County Commission serves as the Board of Health for Miami County.</p> <p>The plan currently includes the Miami County Environmental Health Sanitary Code for on-site wastewater treatment systems and private drinking water supplies; the Miami County Solid Waste Management Plan, which is a regional plan as part of the Lake Region Solid Waste Authority; a permanent household hazardous waste collection facility; a non-point source pollution control plan administered by the Miami County Conservation District Office; and a public water supply protection plan which is supported by the local rural water districts and the Hillsdale Water Quality Project.</p> <p>The plan will be updated to describe how various city and county agencies work cooperatively to assure that the water resources in Miami County are able to protect and sustain the health and welfare of Miami County citizens and guests, plants and animals.</p> <p>A Technical Coordination Committee will be formed comprised of the Miami County Environmental Health Director, the Miami County Planning Director, the Miami County Public Works Director; the Lake Region Solid Waste Authority Coordinator; the Miami County Agriculture Extension Agent; and the Conservation District Manager. The Technical Committee will be formed in August and will meet in February, 2003 to determine what public input is needed and how the LEP plan can be coordinated.</p>
1	Kansas Water Plan Priorities	Question 1 – How will the LEP Plan meet the Kansas Water Plan’s priority “to protect and restore watersheds and water quality?”

**TABLE 4 – Guidance for LEPP Section of
“Kansas Clean Waters” Web-Based LEP Grant Tracking System**

Sub-Section	Guidance
<p align="center">Kansas Water Plan Priorities (continued)</p>	<ul style="list-style-type: none"> • All LEP Programs need to address this priority in their LEP Plan. <p>Question 2 – How will the LEP Plan meet the Kansas Water Plan’s priority “to conserve and extend the life of the Ogallala Aquifer?”</p> <ul style="list-style-type: none"> • If the Ogallala Aquifer is a priority issue for your LEP Program, you need to address this priority in your LEP Plan. <p>Question 3 – How will the LEP Plan meet the Kansas Water Plan’s priority “to develop regional public water supply strategies?”</p> <ul style="list-style-type: none"> • If there is a regional public water supply issue in your service area, you need to address this priority in your LEP Plan. <p>Activity Examples</p> <ul style="list-style-type: none"> • Prepare a fact sheet summarizing the Kansas Water Plan – 2010 Water Quality Objectives and the activities the LEPP is performing to address these. Distribute the fact sheet to community leaders. • Be available to provide assistance with all priority issues in basins included in your county or group area. Some of the Basin Advisory Committees have determined that other priority issues are important to their basin. All basin priority issues are listed on page 6 of this document. • Provide a report or presentation of LEPP accomplishments to Basin Advisory Committee members. • Encourage county elected officials to attend Basin Advisory Committee meetings. • Participate in Watershed Restoration and Protection Strategy (WRAPS) projects that include your LEPP area. • Participate and/or encourage colleagues to participate in the Kansas Environmental Leadership Program http://www.oznet.ksu.edu/kelp/. Participate in other training opportunities such as KDHE - Nonpoint Source Project Seminars and Advisory Committee Meetings, meetings and conferences sponsored by Kansas Environmental Health Association, Kansas Small Flows Association, Kansas Water Environment Association, Kansas Rural Water Association, Kansas Section American Water Works Association, Basin Advisory Committees, etc. • Provide staff development and training. • Explore hosting a workshop on Environmental Protection Duties and Responsibilities of Local Elected Officials. • Promote the Kansas Clean Water Pledge. • Work with local media sources (radio, television and newspapers), county extension offices, county conservation district and public schools to communicate goals and objectives of the LEP Plan to the general public. Explore opportunities for use of Public Access cable television channels for communication to the public. <p>Activity Examples (continued)</p> <ul style="list-style-type: none"> • TMDLs (total maximum daily loads) and public water supply protection are no longer listed as Kansas Water Plan priorities, but rather as tools to target and reduce pollution sources. Activities LEP programs can conduct to implement TMDLs and public water supply protection include but are not limited to the following: <ul style="list-style-type: none"> ➢ TMDL activities

**TABLE 4 – Guidance for LEPP Section of
“Kansas Clean Waters” Web-Based LEP Grant Tracking System**

Sub-Section	Guidance
	<ul style="list-style-type: none"> • Be aware of the high priority TMDL watersheds in the LEP service area. • Be available to brief community leaders of the high priority TMDL watersheds within the LEP service area and the significance of these to the people and communities of the LEP service area. • Devise a means of informing on-site wastewater system owners residing in high priority TMDL watersheds of their responsibility to assure adequate operation and maintenance of on-site wastewater treatment systems. • Where TMDLs have not been established, participate in TMDL development meetings, review and revise Local Environmental Protection Plan as necessary to facilitate implementation of TMDLs and assist in local needs assessments and studies. For detailed TMDL information see KDHE’s web site at http://www.kdhe.state.ks.us/tmdl/ <p>➤ Public water supply protection activities</p> <ul style="list-style-type: none"> • Follow-up with non-community public water suppliers with completed source water assessments to provide counsel on actions the owner can take to address the threats identified though the source water assessment. • Identify on-site wastewater treatment systems within zone A and B of the assessment area and provide owners information on the importance of proper operation and maintenance of on-site wastewater treatment systems. • Confer with public water supply system governing bodies and offer to assist in development of a public water supply protection plan. • Access the KDHE public water supply website at http://www.kdhe.state.ks.us/pws .

**TABLE 4 – Guidance for LEPP Section of
“Kansas Clean Waters” Web-Based LEP Grant Tracking System**

Sub-Section		Guidance
2	Code for Onsite Wastewater	<p>KAR 28-66-1(6)(2) -- Develop, implement and enforce an environmental code approved by the secretary of KDHE setting out standards for management of on-site wastewater systems for the treatment of domestic sewage only.</p> <p>Activity Examples</p> <ul style="list-style-type: none"> • Administer the on-site wastewater treatment code. • Review and revise code as needed. • TMDL implementation <ul style="list-style-type: none"> ➢ Include a specific description of how any failing on-site wastewater treatment systems located in areas likely to contribute to water pollution problems leading to TMDLs will be identified and corrected. ➢ Describe how proper operation and maintenance will be achieved to prevent or minimize future water quality standards violations and TMDLs. ➢ Develop protocol, guidance or regulations to assure that septage disposal does not contribute to degradation of surface and groundwater • Septic Tank Standards effective July 1, 2002 -- Review and update, as necessary, a protocol and public information tools to assure that septic tanks installed after July 1, 2002 meet the standards set out by Bulletin 4-2. Work with local installers, manufacturers, and lending institutions to assure they are aware of tank standards. • Review guidelines and procedures for reviewing and permitting alternative on-site wastewater systems. • Class V Underground Injection Wells -- Report to KDHE the location and ownership of any Class V wells the LEP staff may discover during the course of executing the LEP Plan. An inventory form is located at KDHE's website at http://www.kdhe.state.ks.us/uic/CVOnlySanitary.pdf . Definition of a Class V UIC Well: Wells not included in other classes. Typically, Class V wells are shallow wells used to place a variety of fluids below the land surface. Definitions for all classes are located at http://www.kdhe.state.ks.us/uic • Contact cities in your county to discuss any onsite wastewater system problems within city boundaries and ways your Program can help resolve the problems (interlocal agreement; county health authority; etc.).
3	Code for Private Drinking Water Wells	<p>KAR 28-66-1(b)(3) -- Develop, implement and enforce an environmental code approved by the secretary of KDHE setting out standards for management of non-public water supply drinking water wells.</p> <p>Activity Examples</p> <ul style="list-style-type: none"> • Administer the private drinking water supply code. • Review and revise code as appropriate. • Devise a means of informing owners of private drinking water supplies of the quality of the drinking water, potential threats to the water supply, and ways to avoid contamination. • Contact cities in your county to discuss any private water well problems within city boundaries and ways your Program can help resolve the problems (interlocal agreement; county health authority; etc.).

**TABLE 4 – Guidance for LEPP Section of
“Kansas Clean Waters” Web-Based LEP Grant Tracking System**

Sub-Section		Guidance
4	Subdivision Water and Wastewater	<p>KAR 28-66-1(h)(1) -- Development and implementation of a plan for subdivision water and wastewater pursuant to KSA 1992 Sup. 12-747, KSA 65-3311</p> <p>Activity Examples</p> <ul style="list-style-type: none"> • Devise a protocol to encourage maximum use of public water supplies and wastewater collection and treatment facilities. • Where on-site wastewater systems are proposed for subdivisions with public water supplies, devise a protocol to ensure that adequate wastewater treatment will be provided. • Where subdivisions occur or are proposed within TMDL watersheds, provide advice and counsel concerning actions needed to assure that TMDL goals are achieved. • Where on-site wastewater systems are proposed for subdivisions, coordinate with county staff to ensure that the LEP program is provided the opportunity to review the proposal before it is considered by county advisory boards.
5	Solid Waste Management	<p>KAR 28-66-1(h)(2) -- Development and implementation of a solid waste management plan pursuant to KSA 65-3405.</p> <p>Activity Examples</p> <ul style="list-style-type: none"> • Cooperate with local solid waste management personnel and other local agencies and organizations to prevent deposition of solid waste in waterways or remove solid waste from waterways. • Explore opportunities to minimize potential contamination impacts of solid waste management practices on public water supplies. • Work with local officials to develop and implement a water quality protection plan for local solid waste programs. • Household hazardous waste <ul style="list-style-type: none"> ➢ Encourage citizens to use community household hazardous waste collection facilities where these are available. ➢ Develop education materials and programs to encourage implementation of pollution prevention programs to minimize volume of household hazardous waste.
6	Hazardous Waste Management	<p>KAR 28-66-1(h)(2) -- Development and implement a hazardous waste management plan pursuant to KSA 65-3430.</p> <p>Activity Example</p> <p>Be knowledgeable of state hazardous waste rules and regulations to enable competent response or referral of questions to the appropriate authority.</p>

**TABLE 4 – Guidance for LEPP Section of
“Kansas Clean Waters” Web-Based LEP Grant Tracking System**

Sub-Section		Guidance
7	Nonpoint Source Pollution Control	<p>KAR 28-66-1(h)(4) -- Participation in the development and implementation of a nonpoint source pollution control plan which identifies the activities and responsibilities of the local environmental protection program in the management of nonpoint pollutant sources.</p> <p>Activity Examples</p> <ul style="list-style-type: none"> • Local Nonpoint Source Pollution Management Plan -- Work with the county conservation district to review (and update as appropriate) the local nonpoint source pollution management plan. Emphasis should be placed Watershed Restoration & Protection Strategy (WRAPS) projects and on public drinking water source water areas. • Citizen Awareness of Nonpoint Source Pollution Control Duties & Opportunities -- Devise a strategy to increase individual citizens' awareness of their duties and responsibilities to prevent pollution of water resources. Consider a way to place “Be A Clean Water Neighbor” posters (available from KDHE) throughout the community. • Class V UIC Wells -- Report to KDHE (using a form found on KDHE’s website at http://www.kdhe.state.ks.us/uic/CVOnlySanitary.pdf) the location and ownership of any Class V UIC wells the LEP staff may discover during the course of executing the LEP Plan.
8	Public Water Supply Protection	<p>KAR 28-66-1(h)(5)--Development and implementation of a public water supply protection plan which at the minimum:</p> <ul style="list-style-type: none"> • Specifies the duties of local government agencies, the public water supplier and other local entities in the development and implementation of a public water supply protection plan. • Defines the public water supply protection area. • Identifies all potential contaminant sources within the defined protection area. • Identifies management practices that may be implemented to prevent contamination of the public water supply by each identified contaminant source including, information and education, technical assistance, financial assistance and local ordinances. • Establishes a contingency plan to provide an alternative source of drinking water if the public water supply is contaminated. • Requires for a new public water supply all potential contaminant sources within the expected protection area be identified and management practices be recommended. <p>Activity Examples</p> <ul style="list-style-type: none"> • Explore opportunities for developing a plan meeting the specifications of KAR 28-66-1(5). • Follow-up with non-community public water suppliers with completed source water assessments to provide counsel on actions the owner can take to address the threats identified though the source water assessment. • Identify on-site wastewater treatment systems within zone A and B of the assessment area and provide owners information on the importance of proper operation and maintenance of on-site wastewater treatment systems. • Confer with public water supply system governing bodies and offer to assist in development of a public water supply protection plan.

Appendix A

Base Grant and Required Local Match Amounts by County SFY 2005 Local Environmental Protection Grants

County	Group	2000 Population	Base Grant	Local Match	
				%	Amount
Allen	Allen County Group	14,385	\$7,912	10%	\$791
Anderson	Single	8,110	\$7,000	10%	\$700
Atchison	NEKS Environmental	16,774	\$9,226	10%	\$923
Barber	Single	5,307	\$7,000	10%	\$700
Barton	Single	28,205	\$15,513	10%	\$1,551
Bourbon	Single	15,379	\$8,458	10%	\$846
Brown	NEKS Environmental	10,724	\$7,000	10%	\$700
Butler	Single	59,482	\$32,715	20%	\$6,543
Chase	Single	3,030	\$7,000	10%	\$700
Chautauqua	Single	4,359	\$7,000	10%	\$700
Cherokee	Single	22,605	\$12,433	10%	\$1,243
Cheyenne	NWKLEPG	3,165	\$7,000	10%	\$700
Clark	SWLEPG	2,390	\$7,000	10%	\$700
Clay	Rural Lakes LEPA	8,822	\$7,000	10%	\$700
Cloud	Rural Lakes LEPA	10,268	\$7,000	10%	\$700
Coffey	Single	8,865	\$7,000	10%	\$700
Comanche	Single	1,967	\$7,000	10%	\$700
Cowley	Single	36,291	\$19,960	10%	\$1,996
Crawford	Single	38,242	\$21,033	10%	\$2,103
Decatur	NWKLEPG	3,472	\$7,000	10%	\$700
Dickinson	Single	19,344	\$10,639	10%	\$1,064
Doniphan	NEKS Environmental	8,249	\$7,000	10%	\$700
Douglas	Single	99,962	\$54,979	20%	\$10,996
Edwards	Central Kansas LEPA	3,449	\$7,000	10%	\$700
Elk	Single	3,261	\$7,000	10%	\$700
Ellis	Single	27,507	\$15,129	10%	\$1,513
Ellsworth	Saline Co Group	6,525	\$7,000	10%	\$700
Finney	SWLEPG	40,523	\$22,288	10%	\$2,229
Ford	Single	32,458	\$17,852	10%	\$1,785
Franklin	Single	24,784	\$13,631	10%	\$1,363
Geary	Rural Lakes LEPA	27,947	\$15,371	10%	\$1,537
Gove	NWKLEPG	3,068	\$7,000	10%	\$700
Graham	NWKLEPG	2,946	\$7,000	10%	\$700
Grant	SWLEPG	7,909	\$7,000	10%	\$700
Gray	SWLEPG	5,904	\$7,000	10%	\$700
Greeley	NWKLEPG	1,534	\$7,000	10%	\$700
Greenwood	Single	7,673	\$7,000	10%	\$700
Hamilton	SWLEPG	2,670	\$7,000	10%	\$700
Harper	SC Coalition	6,536	\$7,000	10%	\$700
Harvey	Single	32,869	\$18,078	10%	\$1,808
Haskell	Single	4,307	\$7,000	10%	\$700
Hodgeman	SWLEPG	2,085	\$7,000	10%	\$700

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Jackson	NEKS Environmental	12,657	\$7,000	10%	\$700
Jefferson	NEKS Environmental	18,426	\$10,134	10%	\$1,013
Jewell	Phillips Co LEPG	3,791	\$7,000	10%	\$700
Johnson	Single	451,086	\$125,000	40%	\$50,000
Kearny	SWLEPG	4,531	\$7,000	10%	\$700
Kingman	SC Coalition	8,673	\$7,000	10%	\$700
Kiowa	SC Coalition	3,278	\$7,000	10%	\$700
Labette	Single	22,835	\$12,559	10%	\$1,256
Lane	NWKLEPG	2,155	\$7,000	10%	\$700
Leavenworth	Single	68,691	\$37,780	20%	\$7,556
Lincoln	Saline Co Group	3,578	\$7,000	10%	\$700
Linn	Single	9,570	\$7,000	10%	\$700
Logan	NWKLEPG	3,046	\$7,000	10%	\$700
Lyon	Single	35,935	\$19,764	10%	\$1,976
Marion	Single	13,361	\$7,349	10%	\$735
Marshall	Rural Lakes LEPG	10,965	\$7,000	10%	\$700
McPherson	Single	29,554	\$16,255	10%	\$1,626
Meade	SWLEPG	4,631	\$7,000	10%	\$700
Miami	Single	28,351	\$15,593	10%	\$1,559
Mitchell	Phillips Co LEPG	6,932	\$7,000	10%	\$700
Montgomery	Single	36,252	\$19,939	10%	\$1,994
Morris	Rural Lakes LEPG	6,104	\$7,000	10%	\$700
Morton	Single	3,496	\$7,000	10%	\$700
Nemaha	NEKS Environmental	10,717	\$7,000	10%	\$700
Neosho	Neosho	16,997	\$9,348	10%	\$935
Ness	Central Kansas LEPG	3,454	\$7,000	10%	\$700
Norton	NWKLEPG	5,953	\$7,000	10%	\$700
Osage	Single	16,712	\$9,192	10%	\$919
Osborne	Phillips Co LEPG	4,452	\$7,000	10%	\$700
Ottawa	Saline Co Group	6,163	\$7,000	10%	\$700
Pawnee	Central Kansas LEPG	7,233	\$7,000	10%	\$700
Phillips	Phillips Co LEPG	6,001	\$7,000	10%	\$700
Pottawatomie	Single	18,209	\$10,015	10%	\$1,002
Pratt	SC Coalition	9,647	\$7,000	10%	\$700
Rawlins	NWKLEPG	2,966	\$7,000	10%	\$700
Reno	Single	64,790	\$35,635	20%	\$7,127
Republic	Phillips Co LEPG	5,835	\$7,000	10%	\$700
Rice	Single	10,761	\$7,000	10%	\$700
Riley	Single	62,843	\$34,564	20%	\$6,913
Rooks	Phillips Co LEPG	5,685	\$7,000	10%	\$700
Rush	Central Kansas LEPG	3,551	\$7,000	10%	\$700
Russell	Central Kansas LEPG	7,370	\$7,000	10%	\$700

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Saline	Saline Co Group	53,597	\$29,478	20%	\$5,896
Scott	NWKLEPG	5,120	\$7,000	10%	\$700
Sedgwick	Single	452,869	\$125,000	40%	\$50,000
Seward	Single	22,510	\$12,381	10%	\$1,238
Shawnee	Single	169,871	\$93,429	30%	\$28,029
Sheridan	NWKLEPG	2,813	\$7,000	10%	\$700
Sherman	NWKLEPG	6,760	\$7,000	10%	\$700
Smith	Phillips Co LEPG	4,536	\$7,000	10%	\$700
Stafford	Central Kansas LEPG	4,789	\$7,000	10%	\$700
Stanton	SWLEPG	2,406	\$7,000	10%	\$700
Stevens	Single	5,463	\$7,000	10%	\$700
Sumner	Single	25,946	\$14,270	10%	\$1,427
Thomas	NWKLEPG	8,180	\$7,000	10%	\$700
Trego	NWKLEPG	3,319	\$7,000	10%	\$700
Wabaunsee	Single	6,885	\$7,000	10%	\$700
Wallace	NWKLEPG	1,749	\$7,000	10%	\$700
Washington	Rural Lakes LEPG	6,483	\$7,000	10%	\$700
Wichita	NWKLEPG	2,531	\$7,000	10%	\$700
Wilson	Wilson	10,332	\$7,000	10%	\$700
Woodson	Allen County Group	3,788	\$7,000	10%	\$700
Wyandotte	Single	157,882	\$86,835	30%	\$26,050